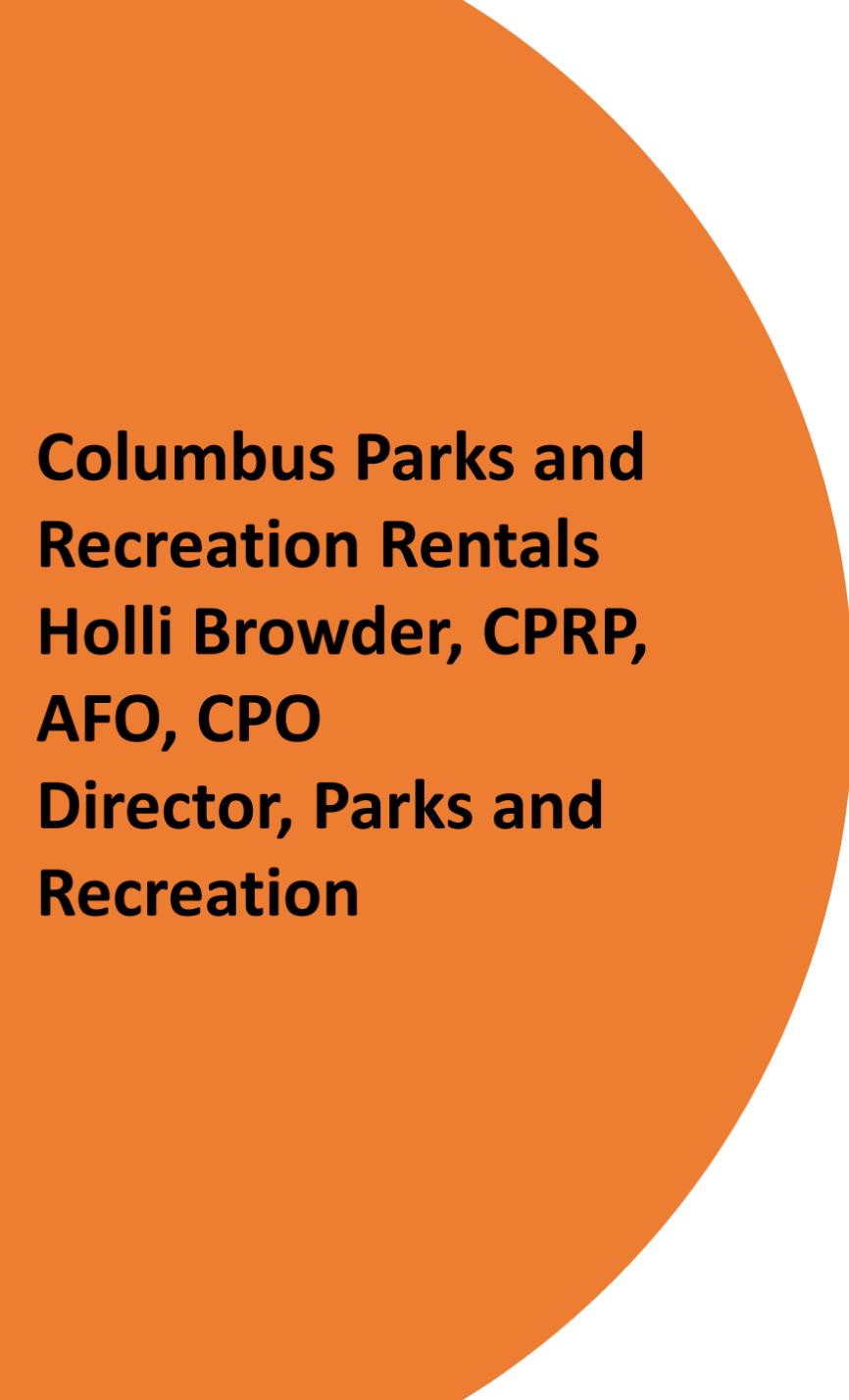


# Rent/Reserving City Facilities

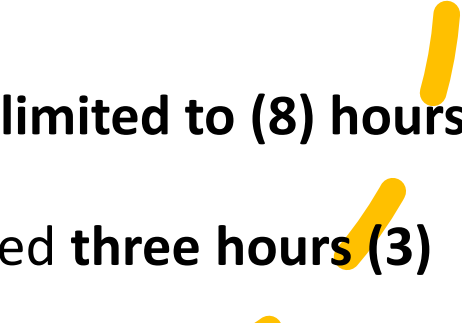


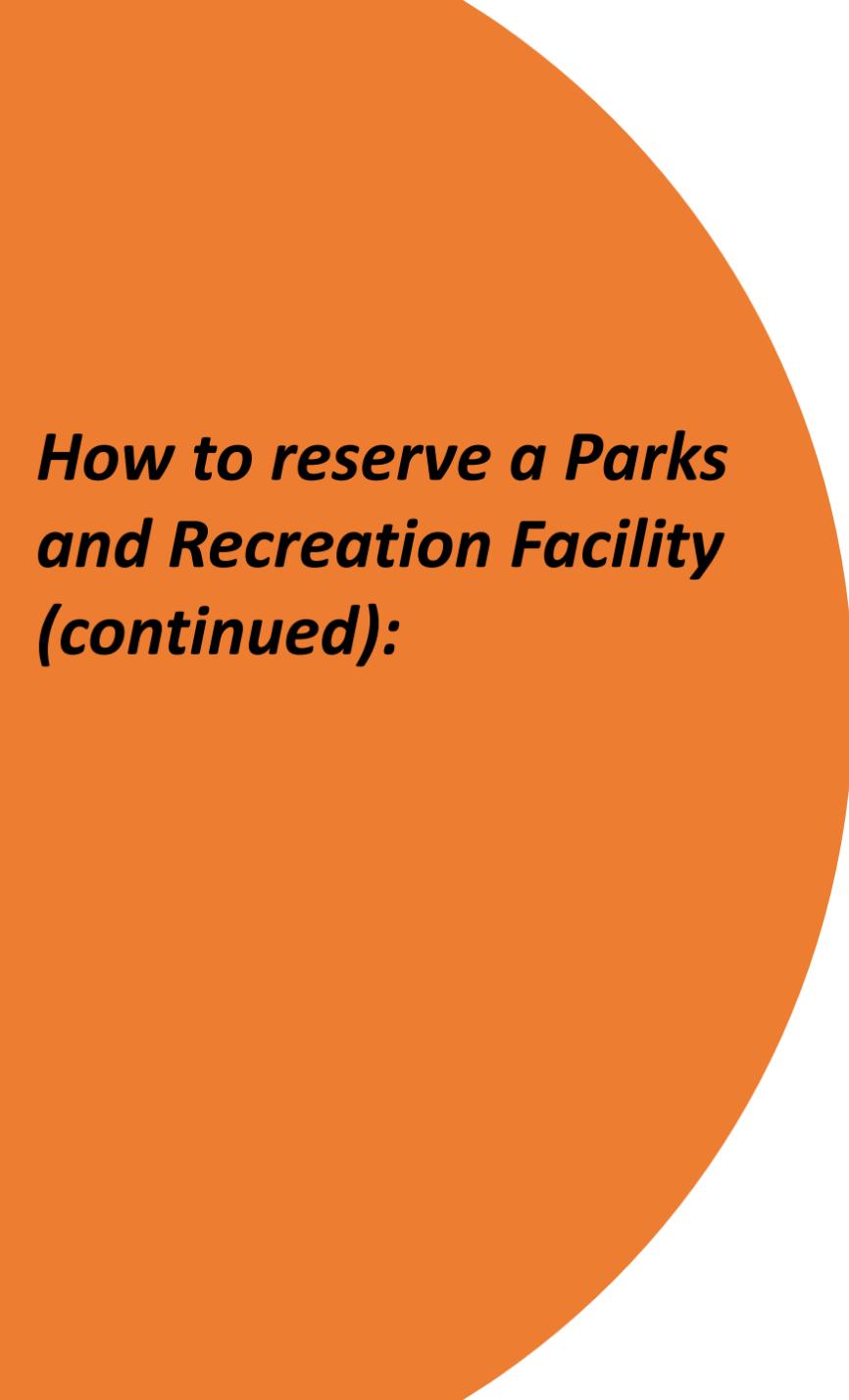
**We do amazing.**



**Columbus Parks and  
Recreation Rentals  
Holli Browder, CPRP,  
AFO, CPO  
Director, Parks and  
Recreation**

***How to reserve a Parks and Recreation Facility:***

- All park and facility reservations **MUST** be made in person at the Parks & Recreation Administrative Office located at 3111 Citizens Way. Any changes to reservation time, date, or hours must be made 3 weeks prior to the event date. Also, all changes must be made in person.
  - Applications must be completed and necessary documentation to include a Certificate of Insurance (if required), permits (if required for sound, alcohol, closures, etc.) as well as confirmation of security (if required) must be provided before a reservation can be booked and approved.
  - Rental payment as well as the deposit must be paid at the time of booking reservation.
  - All Park Services Facilities reservations are **limited to (8) hours**
  - Recreation Facility rental areas can be rented **three hours (3) minimum and up to eight hours (8) max.**
- 



***How to reserve a Parks and Recreation Facility (continued):***

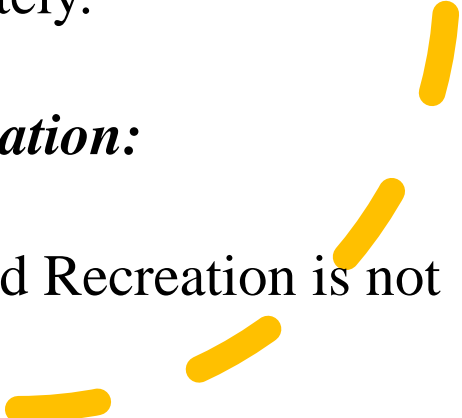
**Security Deposit** will be refunded within **30 BUSINESS days** *after* event, provided there is **no property damage** and **facility is left clean**. The deposit will be a check mailed from the City Finance Department.

The activities and events of the Columbus Parks and Recreation Department have priority over all other reservations.

***Responsibilities of the Renting Party:***

1. Shall clean up after the event. Facility must remain in the same order in which it was found.
2. Shall follow the rules of the reserved facility.
3. Shall report any damages/incidents immediately.

***Responsibilities of Columbus Parks and Recreation:***

1. Shall provide a clean and accessible facility.
- \*Columbus Consolidated Government/Parks and Recreation is not responsible for items lost/damaged/stolen.
- 

A large orange circle is positioned on the left side of the slide, partially overlapping the text area.

## **Parks and Recreation Rental Areas:**

### ***Park Pavilions available for rental:***

- Amphitheater, Britt David Pavilion, Carver Park #1, Carver Park #2, Carver Park #3, Cooper Creek #2, Cooper Creek #5, Cooper Creek #6, Frank K. Martin Pedestrian Bridge, Flatrock Trail, Friendship Hall, Front Avenue Gazebo #2, Front Avenue Gazebo #3, Front Avenue Gazebo #4, Heath Park, Lakebottom Band Shelter, Oxbow Park Festival Field, Oxbow Park Pavilion, Riverwalk, Rotary Park Pavilion

### ***Recreation Facilities available for rental:***

- Columbus Aquatic Center, Frank Chester Recreation, Lake Oliver Marina, Northside Recreation, Psalmond Road Recreation, Shirley Winston Recreation
- 
- A series of yellow brushstroke-like lines are located in the bottom right corner of the slide.

# Steps to Obtain a Permit

- Obtain the correct permit for your event
  - Amplified Sound Permit
  - Parade Permit
  - Festival Permit
  - Public Demonstration and/or Picketing Permits
  - Restaurant Viewing Permit
  - Temporary Street Closure Permit
- Once the permit is filled out either:
  - Drop it off at the Public Safety Building
  - Scan it/take a picture and send it via email to:  
[katinawilliams@columbusga.org](mailto:katinawilliams@columbusga.org) AND  
[rivera.amanda@columbusga.org](mailto:rivera.amanda@columbusga.org)
- The permit is transferred over to an approval form.

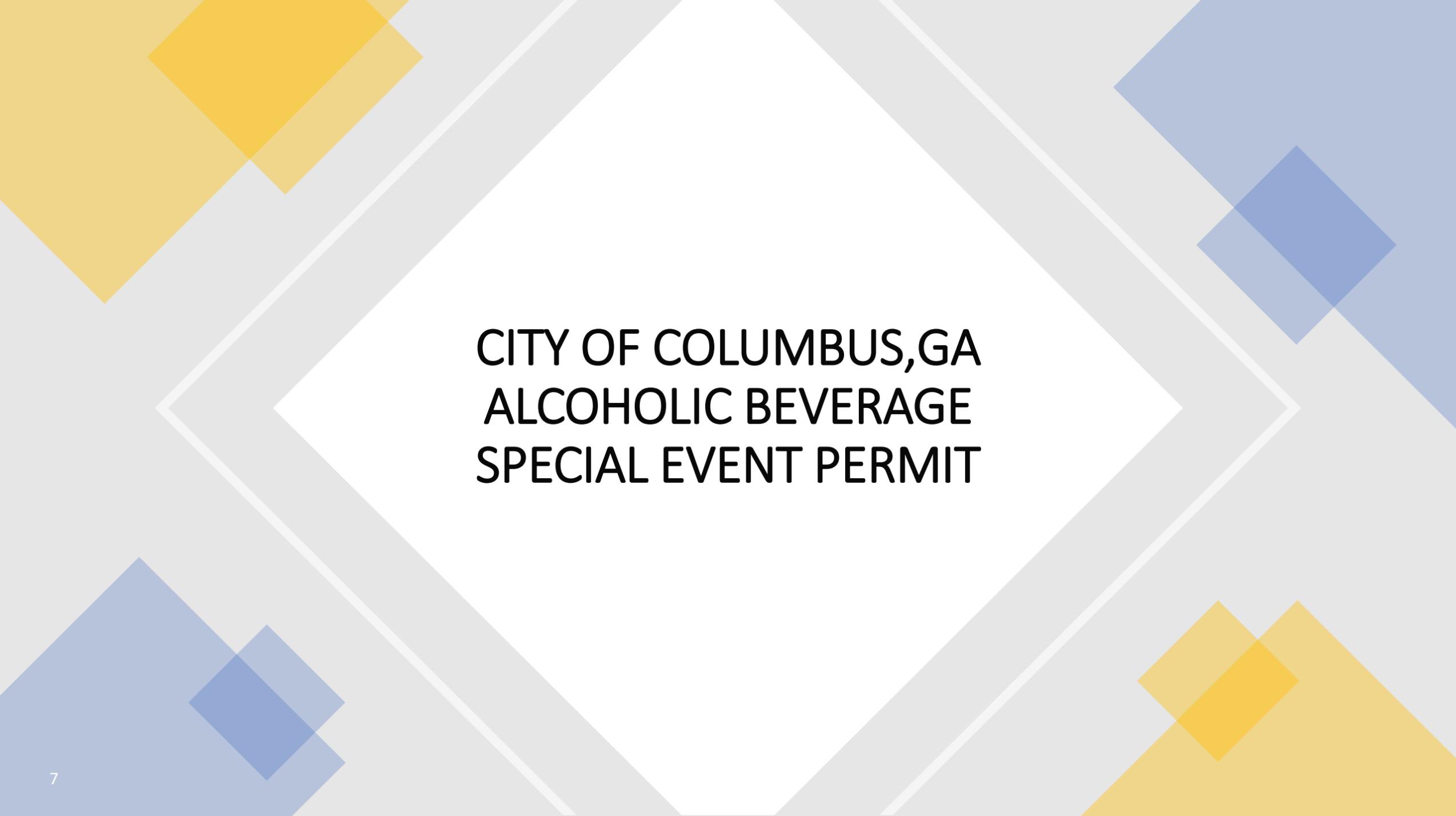
# Steps to Obtain a Permit

- Once transferred over to the approval form, the Chief of Police either approves or denies the permit, either way it is signed and
  - Sent via the email that was written on the application or
  - A phone call is made to the applicant letting them know that their permit is ready to be picked up at the Public Safety Building.
- For a Temporary Street Closure Permit you **MUST** have your application submitted **30 days prior to your event**.
- All Parade, Festival, Picketing and Public Demonstration Permits **MUST** be submitted 10 days prior to the event.


\*\*\*Festival, Picketing or Public Demonstrations with 15 or less participants require a written 5 hour notice to the Chief of Police

**NOTE:** It is the duty of the applicant to contact law enforcement to arrange security for their event. Law Enforcement work these events in an off-duty capacity.


**See City Ordinance Chapter 17B for more details**



**CITY OF COLUMBUS,GA  
ALCOHOLIC BEVERAGE  
SPECIAL EVENT PERMIT**



## WHAT IS AN ALCOHOL SPECIAL EVENT PERMIT?

- An Alcoholic Beverage Special Event Permit authorizes the sell and/or service of Liquor, Beer or Wine during private or public special events (i.e. fundraiser, festivals, concerts, grand openings, holiday celebrations, receptions, special occasions, etc.) for consumption on the premises of the event.
  - The permit is subject to all laws and ordinances regulating the time for selling and/or serving such beverages and only valid at the location specified for the event.
  - Events cannot exceed three (3) consecutive days.
  - Alcoholic Beverages must be purchased from a licensed Alcoholic Beverage Wholesaler/Distributor.
- 

# Who Can Apply for an Alcoholic Beverage Special Event Permit?

- Only Bona Fide nonprofit organizations as recognized by the Internal Revenue Service (pursuant to the provisions of subsection (c), (d) or (e) of 26 U.S.C. Section 501);
- Business establishments that hold an On-Premises Mixed Drinks, Beer, and/or Wine alcoholic beverage license, with the exception of establishments licensed under the category of a “Non-Alcohol Retail Establishment”, pursuant Section 3-1(gg) of the Columbus Code. The same business establishments can also apply for a permit to cater alcoholic beverages for a special event.

# HOW TO APPLY

- Applicants shall submit a completed Alcohol Special Event Permit request with a non-refundable \$25.00 administrative processing fee, for each event, to the Finance Department-Revenue Division at least 30 (thirty) days before the event.
- Request can be mailed to:
  - Finance Department-Revenue Division, P.O. Box 1397, Columbus, Ga., 31902
  - Finance Department-Revenue Division, 3111 Citizens Way, Columbus, Ga., 31906
- Or Emailed to:
  - [yivey@columbusga.org](mailto:yivey@columbusga.org) and [cfarley@columbusga.org](mailto:cfarley@columbusga.org)

## OTHER REQUIREMENTS

- Link to State requirements to apply for State Alcoholic Beverage Special Event Permit for Non-Profit Organizations:

<http://dor.georgia.gov/special-event-non-profit>

- Link to State requirements for State Alcoholic Beverage Special Event Permit and/or file Alcoholic Beverage Catering Quantity Destination Report for business establishments:

<http://dor.georgia.gov/special-event-use>

<https://dor.georgia.gov/att-ca-1>

## CSC Community Room/Grounds at CSC Government Center Plaza/Grounds

- Columbus Consolidated Government website – <https://cgc-domino9.columbusga.org/APPL/CCGFacilitiesReservations.nsf/Reservation%20Form?OpenForm>
- Click on reserve a room
- Select room type
- Select date
- Select start time
- Select end time
- Then check room availability

## CSC Community Room/Grounds at CSC Government Center Plaza/Grounds

- If the room you selected is already booked, you will not be able to proceed, until you have chosen another date or time.
- Then you will be prompted to the meeting information screen to fill out meeting information.
- Once accurately completed you will receive approval from staff.
- If you do not receive approval confirmation, you have inaccurately filled out the meeting information.

**\*All outside reservations at CSC and/or the Government Center must be approved by the Deputy City Manager(s). \***

# CSC Community Room/Grounds at CSC Government Center Plaza/Grounds

## City Responsibility

- Room is clean.
- Room is set-up prior to start time according to the reservation request.
- All equipment functions correctly.

## Citizen Responsibility

- Verify room is set up properly prior to start time (*at least 30 mins.*) and if not notify appropriate staff.
- No moving of chairs, tables, podium and equipment.
- Citizen requesting changes to reservations must be received at least 24 hours in advance.

\*The buildings are not open on weekends, or after hours. Reservations cannot be scheduled prior to 8:30 AM. A \$30 per hour security fee will be applied to any reservation taking place after 5:00 PM.\*

# Bull Creek Golf Course

## Bull Creek Golf Course Group/Outing Agreement

Name of Group/Outing: \_\_\_\_\_

Contact name: \_\_\_\_\_, email \_\_\_\_\_

Phone \_\_\_\_\_

Event date: \_\_\_\_\_ Start time: \_\_\_\_\_

Number of players: \_\_\_\_\_ ☐ 9 holes ☐ 18 holes

Tax Exempt # \_\_\_\_\_

Purpose of event: \_\_\_\_\_

Range balls: ☐ included (\$3/ player) ☐ not included (\$5/player)

Food and Beverage: Bull Creek Golf Course will operate a beverage cart on most days. The beverage cart will offer water, soft drinks, sports drinks, snacks and beer. Bull Creek Golf Course is licensed to serve beer in the Bull Creek clubhouse and on the golf courses. Beer must be distributed by a City of Columbus and State of Georgia approved permit holder. At Bull Creek Golf Course any distribution or consumption of alcohol through any other means than an authorized, City of Columbus and State of Georgia permit holder is prohibited.

### Rates (March 1-October 31):

Monday through Friday- 18 holes: \$41 per player \_\_\_\_\_

Less \$4 credit/player- exclusive Bull Creek F & B or high-volume play < \_\_\_\_\_ >

Saturday/Sunday-18 holes: ☐ AM- \$43 per player ☐ PM- \$43 per player \_\_\_\_\_

PM - Less \$5 credit/ player- exclusive Bull Creek F & B or high-volume play < \_\_\_\_\_ >

Food and Beverage: ☐ \$ \_\_\_\_\_ ☐ Other \_\_\_\_\_

Range Balls \_\_\_\_\_

**Total** \_\_\_\_\_

\*Shotgun starts are available based on # of players and day/time of request.

\*\* Event is responsible for providing # of player information 10 days in advance, with a complete list of players 2 days in advance.

Event representative approval: \_\_\_\_\_ Date: \_\_\_\_\_

Bull Creek Director of Golf approval: \_\_\_\_\_ Date: \_\_\_\_\_

CONFIDENTIALITY NOTICE-This agreement contains information that may be confidential. You may not read, print, retain, use, copy distribute or disclose to anyone the agreement terms or conditions.

**Bull Creek Golf Course thanks you for the opportunity to serve your Group/Outing!**

# Booking an Event at the Trade Center

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# How to Reserve Your Space

All event spaces must be reserved in advanced to include indoor and outdoor space.

- Call our front desk at 706.327.4522
- Email one of our Event Coordinators (emails are listed on the Trade Center's Website under Staff tab)
- Contact us on Social Media (Facebook, Instagram, Twitter, Wedding Wire)
- Request a Planning Kit on our website at <http://columbustradecenter.com/request-a-planning-kit/>
- Come by our office in person Monday – Friday from 8AM-5PM (night and weekend hours vary based on current event schedule)

# Client Information

- Name
- Company/Organization Name (if applicable)
- Phone Number
- Email Address
- Preferred method of contact
- Event date(s)
- Type of Event
- Number of Guests expected
- Once we receive information from the client, one of our Event Coordinators will look up availability and contact the client with date availability and pricing.
- If the client decides they want to book the space, we will then request information to build a lease agreement which will include who the lessee will be, primary contact, billing contact, and on-site contact. Larger events (especially corporate/fundraisers) usually have multiple contacts.
- The lessee will also be required to get event insurance and abide by all policies, date deadlines, etc. listed in the Lease Agreement.

BE  
S.M.A.R.T.  
**COLGA**

---



**SHIELD**  
Coughs & Sneezes



**MASK**  
Your face in public



**APART**  
Social distance



**RINSE**  
Wash and sanitize



**TIDY**  
Keep areas clean

# Columbus Civic Center

## Civic Center Facility Rental:

- Please contact the Civic Center Events Team at (706) 225-4882 to check date availability.
- This includes interior use and exterior grounds.
- The Events Team will talk with you about your event needs and work up a cost to determine what is required to create a successful event.
- A Certificate of Insurance is required for all events.



# **FIREWORKS DISPLAY**

**PERMIT PROCESS**

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# DEFINITIONS

## Public exhibition or display of fireworks-

Means the use of pyrotechnics, display fireworks, consumer fireworks, or any combination of these for any purpose relating to the amusement or entertainment of the public that does not occur within a building or structure before a proximate audience; provided that such term shall not include the private, personal use of consumer fireworks by the public.

## Sponsor-

Means the organization (person, group, or government agency) that arranges with a duly authorized fireworks supplier for its services in presenting a fireworks display or in providing fireworks for use in a display.

## Operator-

Means the person with overall responsibility for the operation and safety of a fireworks display.

# PROCEDURE

1. Secure permission from the legal property owner to conduct a public fireworks display.
2. Secure an agreement with a competent display Vendor/Operator concerning the desired fireworks display.
3. Contact the Probate Court of Muscogee County to obtain a permit application packet. (This step is usually conducted by the Display Vendor/Operator)

The permit packet contains several requirements to include:

Local Fire Dept. Notice, Acknowledgement and Waiver, Application for Permit, Affidavit of Competency, Affidavit of Insurance, Probate Court Order granting Permit,

Certificate of Liability Insurance, BATFE License, State of Georgia Proximate Audience Fireworks and/or Pyrotechnics Display License, and associated required exhibits to include site plan and display description

4. As part of the satisfaction of packet requirements, the Fireworks Display Vendor shall contact Columbus Fire & EMS to schedule a pre-event site visit before Acknowledgement and Waiver is granted.
5. Upon satisfactory review and approval of the permit packet, Columbus Fire and EMS will issue a valid PERMIT FOR FIREWORKS DISPLAY.

# Applicable Codes and Rules

- Rules and Regulations of the State of Georgia 120-3-22
- NFPA 1123 Code for Fireworks Display (2018 Ed.)
- OCGA 25-10-1
- OCGA 25-10-3
- OCGA 25-10-4
- OCGA 25-10-5
- OCGA 25-10-8

# Probate Court –

## Permit to Conduct Public Fireworks Display



Citizens must complete an application for fireworks



Once application is filed and \$30 fee is paid the Probate Court Judge will sign a notice that goes directly to the Fire Marshal



Once Probate Court receive the acknowledgment back from the Fire Marshal the Judge can sign the order as long as there is no objection.

## APPLICATION FOR PERMIT TO CONDUCT PUBLIC FIREWORKS DISPLAY

### INSTRUCTIONS

#### I. Specific Instructions

1. This form is to be used for any time there will be a fireworks display pursuant to O.C.G.A. § 25-10-4.
2. The form is to be completed by the person, firm, corporation, association, or partnership desiring to conduct a public exhibition or display of fireworks and filed in the Probate Court of the county in which the exhibition or display is to be held, no less than ten (10) days prior to the date of the proposed display.
3. The permit must contain the license number issued by the Safety Fire Commissioner for the person, firm, corporation, association, or partnership that will cause the combustion, explosion, deflagration, detonation, or ignition of pyrotechnics at the exhibition or display.
4. Exhibits should be labeled at the bottom of each exhibit as Exhibit "A," Exhibit "B," etc. in consecutive order. The corresponding letter of each said exhibit should be inserted into the appropriate place in the form.
5. The application must be accompanied by a bond of no less than \$10,000.00 or such amount as the Judge of the Probate Court requires, if greater, or in the alternative, evidence that the applicant carries proper liability insurance in the amount of not less than \$25,000.00 for each person and \$50,000.00 for each accident and property damage no less than \$25,000.00 for each accident and \$50,000.00 aggregate, or such policy limits greater if the Judge of the Probate Court so requires, with an insurance company duly licensed by the Commissioner of Insurance. The bond or insurance certificate must name the permitting county's Board of Commissioners as a named insured for the specific event for which the application is made.
6. Notice shall be sent to the Fire Department or Department of Public Safety that will provide the fire protection services during the display who may object or waive further notice.
7. The local fire official responsible for the area where the display will be held shall make a determination of whether or not the site for the display meets his or her approval and is in compliance with all applicable codes and, if so determined, shall issue a certification that shall be returned to the Probate Court of such county.

8. The Judge of the Probate Court shall receive \$30.00 for his or her services in granting or refusing the original permit and \$1.00 for each copy issued, to be paid by the applicant pursuant to O.C.G.A. § 15-9-60 (k) (11).
9. The Judge of the Probate Court shall provide the Safety Fire Commissioner a copy of each permit granted prior to the proposed date of the exhibition or display.
10. No permit shall be granted unless the applicant has met all the requirements of and is in full compliance with the rules and regulations promulgated by the Safety Fire Commissioner pursuant to O.C.G.A. § 25-10-4 and the display shall be of such character as to not be hazardous to persons or property.

#### II. General Instructions

General instructions applicable to all Georgia Probate Court Standard Forms are available in each Probate Court or at [www.gaprobate.gov](http://www.gaprobate.gov), labeled GPCSF 1.

IN THE PROBATE COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

APPLICATION FOR PERMIT  
TO CONDUCT PUBLIC FIREWORKS DISPLAY

\_\_\_\_\_ hereby applies for a permit to  
[Name of person or corporate entity]  
conduct a public fireworks display as provided under O.C.G.A. § 25-10-4. The public fireworks  
display is sponsored by \_\_\_\_\_  
[Sponsoring organization]  
at \_\_\_\_\_ on the  
[Location of fireworks display]  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to begin at approximately \_\_\_\_\_ p.m., and  
last for approximately \_\_\_\_\_ minutes. This application is being made at least ten  
(10) days prior to the proposed display.

1.

The display will be conducted by \_\_\_\_\_, of  
[Operator/person who will discharge fireworks]  
\_\_\_\_\_, a competent and experienced  
[Fireworks or pyrotechnic company]  
operator who has conducted \_\_\_\_\_ displays over the past \_\_\_\_\_ years.  
[# of displays]

A copy of the operator's Alcohol, Tobacco and Firearms License **(labeled and attached  
hereto as Exhibit "\_\_\_\_\_")**  
and/or the corporate entity's Alcohol, Tobacco and Firearms License **(labeled and attached  
hereto as Exhibit "\_\_\_\_\_")**.

2.

This display will not be hazardous to persons or property. No persons other than the  
operator and the operator's employees will be allowed within \_\_\_\_\_ feet of the launching or  
detonation site.

3.

The display (will) (will not) be a proximate audience display as defined by Georgia law.  
If the display is a proximate audience display, then a copy of the operator's Georgia License issued  
by the Safety Fire Commissioner, number \_\_\_\_\_, **(labeled and attached hereto as Exhibit  
"\_\_\_\_\_")** and the corporate entity's Georgia License issued by the Safety Fire Commissioner,  
number \_\_\_\_\_, **(labeled and attached hereto as Exhibit "\_\_\_\_\_")**.

4.

A. The site for the display is described as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. The fireworks and/or pyrotechnics to be used in the proposed display are described as  
follows **(or labeled and attached hereto as Exhibit "\_\_\_\_\_")**.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. The \_\_\_\_\_ Fire Department or the  
[County/City]  
[Name of Department or Entity that will provide services] will provide the necessary and required  
fire protection services and the following special services: [list below]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attached hereto is a certification by the \_\_\_\_\_ Fire Marshal that  
[County/City]  
the site for the display meets his or her approval and is in compliance with all applicable codes.

5.

This application is accompanied by a bond in the principal sum of \$ \_\_\_\_\_ or more,  
payable to the \_\_\_\_\_ Board of Commissioners,  
[County]  
and conditioned for the payment of damages that may be caused either to persons or to property  
by reason of the display, or the applicant has attached evidence that the applicant carries proper  
liability insurance for bodily injury of not less than \$ \_\_\_\_\_ for each person  
and \$ \_\_\_\_\_ for each accident and for property damage in an amount of not less  
than \$ \_\_\_\_\_ for each accident and \$ \_\_\_\_\_ aggregate  
with an insurance company duly licensed by the Insurance Commissioner for the State of Georgia.

6.

**Labeled and attached are the exhibits “\_\_\_” (Affidavit of Competency) and “\_\_\_”  
(Affidavit of Insurance),** and a copy of the acknowledgment issued by \_\_\_\_\_  
[Name]  
\_\_\_\_\_ Fire Marshal, Department of Public Safety.  
[County/City]

7.

My address to be used for official communications is:

\_\_\_\_\_  
[Applicant]  
\_\_\_\_\_  
Name of Corporate Entity  
\_\_\_\_\_  
P. O. Box Number or Street City State Zip  
(\_\_\_\_\_) \_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature of Applicant/Corporate Officer

\_\_\_\_\_  
Print Name and Corporate Title of Applicant

Sworn to and subscribed before me this  
day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC/CLERK OF PROBATE COURT

My Commission Expires \_\_\_\_\_

## VERIFICATION

GEORGIA, \_\_\_\_\_ COUNTY

Personally appeared before me the undersigned Applicant(s) who, after being duly sworn,  
state(s) that the facts set forth in the foregoing Application for Permit to Conduct Public Fireworks  
Display (and the attached Exhibit(s)) are true and correct.

\_\_\_\_\_  
Signature of Applicant/Corporate Officer

\_\_\_\_\_  
Printed Name and Corporate Title of Applicant

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC/CLERK OF PROBATE COURT

My Commission Expires \_\_\_\_\_

*[To be completed by individual or corporate entity applying for the fireworks permit and employing the individual operator conducting the display.]*

#### AFFIDAVIT OF COMPETENCY

Comes now \_\_\_\_\_ and states that  
[Name of affiant]  
\_\_\_\_\_, age \_\_\_\_\_, has conducted  
[Operator]  
\_\_\_\_\_ fireworks displays during the past \_\_\_\_\_  
[Number] [Years experience]  
years. The most recent display was conducted at \_\_\_\_\_ on  
[Place of display]  
\_\_\_\_\_. During the time that \_\_\_\_\_  
[Date] [Operator]  
has conducted fireworks displays, no persons have been injured and no property has been damaged or destroyed.

Due to his/her experience and competence, I hereby certify that he/she is a competent operator as described by O.C.G.A. § 25-10-4.

\_\_\_\_\_  
Corporate Entity

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Printed Name of Affiant

\_\_\_\_\_  
Title of Affiant

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

NOTARY PUBLIC/CLERK OF PROBATE COURT

My Commission Expires: \_\_\_\_\_

Exhibit “\_\_\_”

*[To be completed by an authorized representative of the individual or corporate entity applying for the permit.]*

#### AFFIDAVIT OF INSURANCE

Comes now \_\_\_\_\_ and states that the attached bond or certificate of insurance complies with the requirement for proper insurance outlined by O.C.G.A. § 25-10-4 and further states that the issuing company, \_\_\_\_\_, is duly licensed by the Insurance Commissioner for the State of Georgia to do business in Georgia. This affidavit is given to be relied upon by the Probate Court of \_\_\_\_\_ County, Georgia in connection with the Application for Permit to Conduct Public Fireworks Display to which it is attached.

\_\_\_\_\_  
Corporate Entity

\_\_\_\_\_  
Signature and Title of the Corporate Officer

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

NOTARY PUBLIC/CLERK OF PROBATE COURT

My Commission Expires \_\_\_\_\_

*\* Note: The site description and type of fireworks to be detonated should be compared to the insurance policy furnished, since the policy may contain exclusions that would eliminate coverage for certain sites, types of fireworks, or persons within a certain distance of the display.*

Exhibit “\_\_\_”

IN THE PROBATE COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

NOTICE

TO: \_\_\_\_\_ Fire Department or Department of Public Safety.  
[County/City]

You are hereby notified that \_\_\_\_\_ has applied for a  
[Name of applicant]  
permit to display fireworks at \_\_\_\_\_  
[Address of display area]  
on \_\_\_\_\_ and has certified that your Department will provide the  
[Date and time]  
usual fire protection services.

This Court must determine if the operator \_\_\_\_\_, employed  
[Name of operator]  
by \_\_\_\_\_ is experienced and competent and that the display  
[Name of display company]  
will not pose a hazard to any persons or property.

This Court must also be informed whether the proposed display constitutes a proximate audience display as defined by Georgia Law so as to know whether a Georgia License for such purpose is required.

Please present any objection to the issuance of the permit on behalf of your Department to this court on or before \_\_\_\_\_, 20 \_\_\_\_\_.  
[Five (5) days before display]

You may waive any objection to the issuance of the permit by signing the attached acknowledgment of notice and waiver of objection.

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_

Judge of the Probate Court

ACKNOWLEDGMENT AND WAIVER

On behalf of the \_\_\_\_\_ Fire Department, I hereby acknowledge notice of the Application to Display Fireworks of \_\_\_\_\_ dated \_\_\_\_\_ and hereby waive any objection to the issuance of the permit, and confirm that the usual fire protection services will be provided by this Department, subject to the following restriction, if any: (Please state "none" if there are no restrictions)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I further certify that the proposed display (Initial one) \_\_\_\_\_ is \_\_\_\_\_ is **NOT** a proximate audience display as defined by Georgia Law. If the display is a proximate audience display, the premises on which the display will occur have also been examined by this Department.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Name of Department) Fire Department

By: \_\_\_\_\_

Title: \_\_\_\_\_

IN THE PROBATE COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

IN RE: \_\_\_\_\_ )  
 )  
 ) FILE NO. \_\_\_\_\_  
APPLICANT \_\_\_\_\_ )

ORDER GRANTING  
NONTRANSFERABLE PERMIT

This application of \_\_\_\_\_  
[Applicant]  
for a Permit to Display Fireworks was filed in this County on \_\_\_\_\_, 20 \_\_\_\_\_.  
The applicant requests permission to exhibit or display fireworks at \_\_\_\_\_  
[Location]  
on \_\_\_\_\_, 20 \_\_\_\_\_, which is not less than ten (10) days after the filing of such  
application.

It appears that the display will be conducted by a competent and experienced operator and  
that this display will be of such character as will not be hazardous to persons or property.

The \_\_\_\_\_ Fire Marshal's Office  
[County/City]  
has certified in writing that the site for the display meets its approval and is in compliance with all  
applicable codes. The application is accompanied by the evidence that the applicant carries proper  
liability and property insurance or has posted the required amount of bond as required by law. In  
addition, the applicant has provided proof of federal license through the Bureau of Alcohol,  
Tobacco and Firearms.

IT IS HEREBY ORDERED that a Permit to Display Fireworks is herein granted to  
\_\_\_\_\_, for a period of not more than fourteen (14) consecutive days,  
[Applicant]  
beginning on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, to perform a public exhibition  
of fireworks at \_\_\_\_\_  
[Location]  
beginning at approximately \_\_\_\_\_ p.m., provided that only the operator named in the  
application \_\_\_\_\_, and his/her employees shall be present and in  
[Operator]  
control of the exhibit or display. The permit is granted subject to all the stipulations and restrictions  
as stated in the Acknowledgment and Waiver.

IT IS FURTHER ORDERED that \_\_\_\_\_  
[Applicant]  
shall supply the \_\_\_\_\_ Safety Fire Commissioner with a  
[Name of Department]  
copy of this permit.

SO ORDERED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Judge of the Probate Court



For General Questions, Contact  
City Manager's Office at  
706-653-4029 or 706-225-3108